

## Advanced Degree License

Per IC 20-28-5-15, the Office of Educator Licensing and Development now offers a license to individuals who have an advanced degree. To qualify for this license, one must meet the following criteria:

Hold a masters degree or higher from a regionally accredited institution in the related content area in which the applicant seeks to be licensed or have the minimum of twenty-four (24) semester hours of course work at the masters level or higher in the related content area.

Verify at least one (1) year of teaching experience in a middle school, junior high, or high school setting, as defined in 515 IAC 9-1-16(c) in any school as defined by 515 IAC 9-1-16(a)(1) or 515 IAC 9-1-16(a)(2); or at least one (1) academic year of classroom teaching experience in a regionally accredited postsecondary educational institution as defined by the institution. Applicants must submit an original letter on letterhead from the chair or head of the department where the classroom teaching experience was completed verifying the completion of at least one (1) academic year of classroom teaching experience.

Successfully complete Praxis I and Praxis II through Educational Testing Service (ETS). A list of the current tests and cut-off scores can be found at [http://www.doe.state.in.us/dps/beginningteachers/testing/licensing\\_tests-0809.pdf](http://www.doe.state.in.us/dps/beginningteachers/testing/licensing_tests-0809.pdf). To obtain information on how to sign up for the exams, visit the Educational Testing Service website at [www.ets.org](http://www.ets.org).

Advanced degree licenses are available only in shortage areas at the middle school, junior high, and high school setting. Currently, the content areas that have been approved include:

- X Mild Intervention
- X Intense Intervention
- X Visually Impaired
- X Hearing Impaired
- X Seriously Emotionally Handicapped
- X Mildly Mentally Handicapped
- X Severe Disabilities
- X Learning Disabilities
- X Physical Handicapped
- X Mathematics
- X Chemistry
- X Earth/Space Science
- X Life Science
- X Physical Science

X	Physics
X	English as a New Language
X	Any World Language
X	Technology Education (formally known as Industrial Technology)
X	Computer Education
X	Business Education

If you are interested in this license and believe that you may qualify, you will need to submit the following to the Office of Educator Licensing and Development:

- An application
- \*Fee of \$35 (certified check or money order)
- Limited Criminal History Report
- Verification of certification in CPR-Heimlich Maneuver training—details on how to obtain CPR certification at [http://www.doe.state.in.us/dps/cpr\\_certification.html](http://www.doe.state.in.us/dps/cpr_certification.html)
- Official Transcripts of all course work and degrees
- A letter on school letterhead verifying teaching experience
- A copy of the emergency permit or substitute permit (if applicable)

All the above items should be enclosed in the same packet. Test scores verifying successful completion from ETS is also required, but must be submitted directly from ETS.

**\*Please note that all fees are non-refundable. Also note that applicants for this license are not eligible to apply online for your initial license or your proficient practitioner license.**

Once you submit these materials, an evaluator will review your credentials. About four weeks later, you will receive an evaluation letter indicating whether you are eligible for the license. If you are not eligible, it will also indicate the specific reasons. If eligible, you will be asked to submit an additional fee of \$35 for the processing of the license.

### **The License You Will Receive**

Eligible candidates will receive an initial practitioner license that is valid for two-years. During the first two-years of your employment as a teacher, you will need to complete the following:

- I. Indiana Mentoring and Assessment Program Specific requirements and details of this program may be found at <http://www.doe.state.in.us/dps/beginningteachers/welcome.html>. You will need to immediately contact your principal to initiate this program.

**NOTE:** When you enroll in the IMAP program during your second year of teaching, you will receive email instructions for how to complete the SmartDeskTop online portfolio.

2. Evidence of the completion in at least one (1) professional development activity related to cultural competency. The applicant can include completion of at least one (1) professional development activity equivalent to either:
  - a) One (1) semester hour from either a regionally accredited Indiana college or university or
  - b) Fifteen (15) professional growth experience points related to cultural competency from a professional development instructor designated by a provider of continuing education who has been approved by the division of professional standards under the provisions defined in 515 IAC 1-7-13(a)(5)(B).
3. Show evidence of training and information from a special education teacher concerning exceptional learners. For the purposes of this rule, a teacher can include a public school employee or accredited private school employee who holds a special education instructional license from the department and is currently teaching in an accredited Indiana school, a faculty member assigned to teach special education courses at a regionally accredited Indiana college or university, or a professional development instructor designated by a provider of continuing education who has been approved by the division of professional standards under the provisions defined in 515 IAC 1-7-13(a)(5)(B). To meet this requirement, the applicant must verify one of the following:
  - a) Successful completion of one (1) semester hour from a regionally accredited institution in special education.
  - b) Successful completion of fifteen (15) professional growth experience points related to special education selected from activities included in 515 IAC 1-7-14(c) from an approved provider. or,
  - c) Successful completion of at least fifteen (15) clock hours of co-teaching or collaborative teaching as verified by the supervisor of a special education program or a director of exceptional needs.

### **When You Are Ready for the Proficient Practitioner License**

After you successfully complete the IMAP Online portfolio, you will need to submit the following items:

- An application
- \*Fee of \$35 (certified check or money order)
- Limited Criminal History Report
- Verification of your Cultural Competency Activity
- Verification of your Special Education Activity

## **Cultural Competency and Special Education Requirement**

If you wish to take a course at an Indiana college/university to complete this requirement, please contact the Licensing Advisor at the university where you wish to take the course for a list of possible courses and details on how to complete the course. The list of Indiana Licensing Advisors and their contact information may be found at <http://www.doe.state.in.us/dps/licensing/advisors/contact.html>.

If you wish to meet the requirement through Professional Growth Points, contact one of the approved providers. These providers can be found at <http://www.doe.state.in.us/dps/renewal/ApprovedCRUSponsors.pdf>.

## **What if I Don't Obtain a Teaching Job Immediately?**

You may renew your initial practitioner license up to two times with an application, fee, and limited criminal history check. Upon the third renewal, you can renew, but would need to verify six (6) semester hours of continuing education in either education or in the content area. You would need to work through the licensing advisor to complete this course work.